



# Office of the City Clerk

Weekly Report – for Week Ending March 31, 2017

## OFFICE OF THE CITY CLERK – PROJECTS AND STATUS

### Elections

On March 28 Council adopted six resolutions declaring the results of the March 7, 2017 Primary Nominating Election. Staff also released the official list of runoff candidates for the May 16, 2017 General Election.

Staff has recruited 78% of the polling place inspectors needed for the General Municipal Election.

#### *In House Elections:*

Staff is administering the April 25, 2017 Fire and Police Pension Election and has processed two candidates to date. Ballot packets will be mailed next week.

In anticipation of the upcoming LAUSD races, staff is preparing for an LAUSD outreach event which will include on campus mock elections and classroom presentations at 14 schools.

### Systems

Staff is preparing election procedures and the Logic and Accuracy test files to be sent to the Secretary of State. This process is to inform the Secretary of State on the conduct of City elections and compliance with the State's election guidelines.

### Neighborhood and Business Improvement Districts

On March 28, 2017, the Economic Development Committee approved the Ordinances of Intention to renew the Downtown Center and Figueroa Corridor property-based Business Improvement Districts and to reconfirm the assessments for the Wilmington and Los Feliz merchant-based Business Improvement Districts. In addition, the Committee approved the 2017 Annual Planning Reports for the South Park II, Encino Commons, Los Angeles Tourism Marketing District, Hollywood Entertainment District, Byzantine Latino Quarter-Pico, Greater Leimert Park Village/Crenshaw Corridor, Greater South Park, Downtown Industrial, Century City, East Hollywood, Greater Chinatown and Historic Old Town Canoga Park Business Improvement Districts.

### Records Management

The Division extended the contract with Goodwill of Southern California to resume scanning City Council Files. To date the files from 2001 through 2004 have been scanned and loaded into CFMS. This extension will permit the scanning of the year 2000 Council Files before the end of the fiscal year.

The Los Angeles City Historical Society, which is a support group for the Los Angeles City Archives, will host a lecture on the 1992 civil unrest in Los Angeles at the Los Angeles Public Library on Sunday, April 2, 2017 at 2:00 p.m. More information may be found at:

<https://www.eventbrite.com/e/state-of-emergency-25-years-after-april-1992-tickets-32872878665>



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## **Neighborhood Council (NC) Funding Program**

NC Funding Roundtable Discussions in each of the seven Planning Areas of the City continue this week, with a meeting held at the Westchester Municipal Building on March 29, 2017 for NC Treasurers in the West Los Angeles area. Discussion topics include the integration of the NC Funding Program into the Office of the City Clerk, outstanding monthly activity reports, and general program administration issues.

NCs received notices this week regarding their outstanding Monthly Expenditure Reports and the Clerk's efforts to assist them by assigning accountants from our contracted service provider list.

There are currently five Neighborhood Councils with frozen funds due to NC Plan violations and/or unresolved financial management issues.

## **Issues**

Due to a technical problem with the system that provides the City's video streaming, the Council meeting for Friday was not available online. ITA CH35 is working to create a backup recorded copy. The video will be uploaded and available online by the end of this week.

## **Upcoming**

Elections staff will represent the Office of the City Clerk at an information booth at the "Your Turn, Intern" career day for college students on April 29 and 30, 2017 from 10:00 a.m. to 3:00 p.m.